



Iowa Department of Human Services

Terry E. Branstad
Governor

Kim Reynolds
Lt. Governor

Charles M. Palmer
Director

April 24, 2015

Jessica & Michael Quick
1314 W Main Street
Marshalltown, IA 50158

Dear Child Care Provider,

This letter is in regards to the April 14, 2015 compliance check of your Level C2, Registered Child Development Home. Iowa Code Chapter 237A and 441 Iowa Administrative Code, Chapter 110, describes specific requirements that must be met by a Registered Child Development Home. The following areas were out of compliance at the time of my visit:

☐ 110.5(1) Conditions in the home are safe, sanitary, and free of hazards.

During the walk through of the home in the living room (which is not a child care area), there is a gun rack with 2 guns on it.—See Attachment #1.

*****In your back yard you have a fenced area for the children play that allows your pets to run free in the unfenced area, as you indicate at times it becomes difficult to stay caught up with removing their waste.***

Please keep in mind that you will need to ensure that pet waste is removed so that they are able to get from the house to their play area. – See Attachment #1

☐ 110.5(1)q All dogs and cats have annual examinations. Records of the exams are on file and must verify that routine immunizations are current and animal is free of endo and ecto parasites.

You are missing this for 1 of your dogs, (Tia) and 2 of your cats.

- All animal waste is immediately removed from the children's... See ** area above.***

☐ 110.5(2) A provider file is maintained and contains:

☐ 110.5(2)a A physician's signed statement of health and immunization status on the provider and all members of the household who may be present when children are in the home. Statements must be obtained at the time of initial registration and updated every three years.

You are missing this for Chloe, as well as, your 2 foreign exchange students.

You reported that you have had 2 foreign exchange students since August 2014.

Please contact Child Care Registration at 1-866-448-4605 to report this change. So that appropriate application can be completed as well as required record checks.

☐ 110.5(2)b Certificates or training verification documentation for:

☐ 110.5(2)b Two hours of approved child abuse and neglect mandatory reporter training (and every 5 years thereafter.)

Jessica and Michael are overdue for this training, as it was last completed on 2/25/09.

☐ 110.5(2)b Certification by an approved trainer/organization in infant and child first-aid that includes mouth-to-mouth resuscitation. Certification will be maintained throughout period of registration. If they are unable to locate first aid training that includes mouth-to-mouth resuscitation, they must complete both a first aid course and CPR.

Jessica and Michael are overdue in this training. You reported that you are scheduled to take this on 4/24/15.

☐ 110.5(8) Children's Files

☐ 110.5(8) An individual file is maintained for each child and updated annually or when there are changes. Each file contains:

☐ 110.5(8)d For school-aged children: On the first day of attendance, a statement of health status signed by the parent or legal guardian.

Missing for 1 child. – see Attachement # 1 for child's name.

☐ 110.5(8)e For infants and preschoolers: A statement of health signed by a physician submitted annually.

Missing in five children's files. See Attachment #1 for children's names.

☐ 110.5(8)e For school aged children: An annual statement of health condition signed by the parent or legal guardian, annually from date of admission physical.

Missing in three children's files. See Attachment #1 for children's names.

☐ 110.5(8)g A signed and dated immunization certificate provided by the state department of public health.

Missing in 1 child's file. See Attachment #1 for child's name.

☐ 110.10(1) SPECIFIC REQUIREMENTS FOR CHILD DEVELOPMENT HOME CATEGORY "C"

☐ 110.10(1)d Not more than two additional children who are receiving care on a part-time basis.

Has not been keeping record of part time hours.

See Attachment #2 & #3 (Daily Attendance Record for "Part-Time" Hours and Category C – Number allowed in care.

Non-compliance with any of the mandated regulatory requirements listed above may lead to the cancellation or revocation of your Child Development Home Registration.

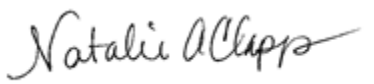
Please take whatever steps are necessary to completely address each of the violations noted above. It is essential you correct all above-mentioned violations within the next 45 days.

☒ Based on the items out of compliance listed above, you will be required to have a recheck or follow up visit to your home. This visit will occur after the 45 day time period has elapsed.

Please do not hesitate to contact me at DHS at 319-292-2360 if you have any questions regarding this letter.

Sincerely,

Patricia Smart
Social Worker II



Social Work Supervisor

Always Remember:

Child Care Resource and Referral is an excellent resource for providers to access training options and support in your area. You can reach Child Care Resource and Referral at 641-650-1532.

As you plan your future trainings to meet your 24 hours of training requirement, please remember that you need to use only DHS approved training and only 12 hours can be by self-study. You can access the approved training by going to http://dhs.iowa.gov/sites/default/files/CC_Professional_Development.pdf and you can sign up for training at <http://ccmis.dhs.state.ia.us/trainingregistry/>

All providers need to maintain compliance with rules set out in Iowa Administrative Code, Chapter 110, which includes: 441 IAC 110.5(1): Check with the appropriate authorities to determine how the following local, state, or federal laws apply to you: • Zoning code • Building code • Fire code • Business license • State and federal income tax • Unemployment insurance • Worker's Compensation • Minimum wage and hour requirements • OSHA • Americans with Disabilities Act (ADA).